

CSBG ADVISORY COMMITTEE (CAC) MEETING

August 17, 2011

Roll Call

CSD Staff

Linné Stout
Jean Johnson
Rachel Arrezola
Emily Fisher
Sukie Montes
Leslie Taylor
Pamela Harrison
Stella Avila
Bruce Farrington
Tamija Bryant
Whitney Wilcox
Diamond Longjel
Sherri Bridgeforth

Agencies on Conference Call

Berkeley Community Action Agency
Campesinos Unidos, Inc.
Los Angeles County, Department of Public Social Services
Community Action Partnership of Madera County
Community Action Board of Santa Cruz County
Community Services & Employment Training, Inc.
City of Los Angeles Community Development Department
Community Action partnership of Sonoma County
Proteus, Inc.
Foothill Unity Center, Inc.
California Human Development

Agencies Attending

Amador-Tuolumne Community Action Agency
Central Valley Opportunity Center
Community Action Agency of Butte County
Calaveras/Mariposa Community Action Agency
California/Nevada Community Action Partnership
Glenn County Human Resource Agency
Community Design Center
Contra Costa County Community Services Department
Fresno County Economic Opportunities Commission
Community Action Partnership of Kern County
Kings Community Action Organization
Long Beach Community Services Development Corporation
Merced County Community Action Agency
Community Action of Napa Valley
Nevada County Department of Housing and Community
Northern California Indian Development Council
North Coast Opportunities
Community Action Partnership of Orange County
Placer County Health and Human Services Department
Lassen, Plumas, Sierra Community Action Agency
Redwood Community Action Agency
Community Action Partnership of Riverside County
Community Action Partnership of San Bernardino County
Rural Community Assistance Corporation
Sacred Heart Community Service
County of San Diego, HHS, Community Action Partnership
San Joaquin County Department of Aging, Children's, and Community Services
Community Action Partnership of San Luis Obispo County
Tehama County Community Action
Community Employment and Training
County of Yolo, Dept. of Employment and Social Services

Minutes

WELCOME

Pamela Harrison, CSBG Manager called the meeting to order and initiated the introductions.

APPROVAL OF MINUTES

Tim Reese moved to approve and Biz Steinberg seconded the motion to approve the May 24th meeting minutes with corrections.

DIRECTOR'S REPORT

During the welcoming session, Linné Stout, CSD's Acting Chief Deputy Director, announced that John Wagner, CSD Interim Director, is on vacation and introduced Jean Johnson, CSD's new Deputy Director of Administration.

Linné Stout gave a summary of the CSBG State Plan Hearing held on August 16, 2011 and mentioned the interest expressed by the Health and Human Services Committee members in regards to how we are preparing for the impact of a 50 percent cut? The CSBG Funding Advisory Task Force members have been identified to discuss the funding formula.

Linné also discussed streamlining the functions/ programs of state departments and even the consolidations of like-minded departments. Our CSBG partnerships are very important now and network collaborations will be critical as we approach these funding reductions.

CSD discussed ideas on how to improve the CSD Website. More security measures are being considered and perhaps establishing a user ID to access the Contractors Page. Also, there is discussion of bringing back the "Train Tracks" page or some other Blog set up to keep everyone posted.

CSD's Auditing Unit is available to provide T&TA for cost allocations and internal controls. Also, CSD is asking for input from the network on other T&TA topics that would be helpful.

Val Martinez and Paul McLain directed a discussion and made a motion to draft a letter to Congress in an attempt to avert this proposed reduction/competitive funding. They will move to initiate this measure and forward the letter to CSD for review. The entire committee voted and approved to send a letter to congress.

CSD EXECUTIVE UPDATES

Jean Johnson, the new Deputy Director of Administration provided her background, and discussed her work experience with Dept. of Rehabilitation, forming partnerships, much like CSD's partnership with their network of agencies. Jean spent 31 years with Health and Human

Services and has much experience in Administration functions, Budgeting, Contracts, Audit services and Human Resources, and looks forward to working with CSD.

COMMUNITY SERVICES DIVISION UPDATE

Pamela Harrison discussed the next steps of the 2012-13 State Plan process. The Public Hearing comments are to be incorporated into the Draft State Plan and the final version is to be submitted to the Office of Community Services (OCS) by Sept 1, 2011.

CSD is currently not processing discretionary request until further decisions have been made on the proposed reductions to the CSBG funding.

Ms. Harrison announced CSD was notified that the Urban Institute has been conducting the evaluation of ARRA funded activities and are contacting 3 or 4 agencies for auditing and monitoring. OCS has them looking at CSBG issues also. Several agencies report that they have been contacted.

RFA Designation update:

- Lake County is now being served by NCO
- City of Oakland CAA is in negotiations to serve Alameda County
- County of San Mateo is negotiations to be the new CAA in the region. Currently, CSD has a Discretionary contract with Samaritan House to provide temporary services.

Biz Steinberg asked for an update on the reviews conducted by State Controller's Office (SCO) auditors. Jean Johnson is overseeing this task and will coordinate exit interviews with the SCO auditors. Agencies would like to have closure on this audit. Biz and Terry Coltra expressed concern that the auditors have a negative attitude towards CSD. Agencies feel that this needs to be discussed more. Tim Reese mentioned perhaps SCO needs some orientation or an overview of what CSBG is all about. The idea is to be flexible and fluid.

Pamela informed the Network that the 2011 CSBG Contract Amendment 4 will be distributed authorizing agencies to spend the remaining allocation amounts of their contracts. Federal Financial Accountability and Transparency Act (FAFTA) language is included in the amendment, along with a correction to the due date for the Audit report. The contract also contains specific sub-contractors language.

CAL/ NEVA ASSOCIATION UPDATES

Lynn Grogan introduced Cal/Neva's newest employee, Katy Lewis, who is replacing Colleen.

Tim Reese reminded the Network of the upcoming membership meeting in San Francisco prior to the Region IX caucus.

Tim praised John Wagner on how well the State Plan Hearing went and Darick Simpson spoke about the Region IX CAAs in relation to the possible funding cuts. Darick mentioned how to possibly enlighten both the State Assembly and Senate to help obtain their support.

Tim referred to the handout in his packet on available Stipends for the purpose of T&TA on CSBG Sustainability Activities. This is an opportunity for the agencies to apply for a \$2,500 stipend for such activities as Strategic Planning, Grant writing, and Marketing/outreach. Only four stipends are available (Total amount is \$10,000) and interested agencies need to submit an application by Sept 2, 2011 to Cal/Neva. The handout includes important dates and restrictions to adhere to.

PHASE 3 FULLFILLING THE PROMISE EDUCATION & OUTREACH UPDATE

Tim Reese provided an update on "Full-filling the Promise". The final phase is in place with two video pieces in which Tim hopes to reach out to 6 - 8 million people. One piece is a 30- second generic Public Service Announcement (PSA) and another is a 5 minute broadcast. These videos are available now to be used by all CBS affiliates to tell the "Community Action Story". Local stations cannot rebroadcast the PSA piece unless they are owned by CBS affiliates.

CSBG FUNDING FORMULA ADVISORY TASKFORCE

Pamela and Tim discussed how this taskforce is to focus on the funding formula if proposed CSBG reduction falls below the 2005 level. The selection process was discussed and the list of 12 representatives from the network assigned to this Taskforce was distributed. The initial meeting of this Taskforce should be a conference call by August 31, 2011.

OCS REGIONAL PERFORMANCE & INNOVATION CONSORTIUM

Maria Juarez and Tim Reese spoke of the new strategy from OCS on how T&TA funding is to be provided to the 10 different Regions. This resulted from the 2007 GAO OCS T&TA report, in which OCS received poor performance reviews. OCS developed IM 123, which stresses competitive and innovative ideas, while reducing duplication of efforts and inconsistencies. This represents a major shift in how T&TA is funded and conducted. Tim expects this new approach to be more standardized, streamlined and cost effective. Tim presented this information as a PowerPoint presentation which included the priorities and goals.

NATIONAL COMMUNITY ACTION PARTNERSHIP CONVENTION

Biz discussed the upcoming NCAP convention in San Francisco on August 23- 25th with a great variety of topics, workshops, meetings, and trainings. She mentioned Pathways to Excellence, CCAP Graduates, as a workshop to be presented. Also, George Sheldon, acting assistant secretary will be addressing CSBG topics. David Bradley will be presenting.

Buddy Ray reminded the CAC attendees of the upcoming National Community Action Foundation's Energy conference in Florida on October 24th.

CSD /CALNEVA T&TA CONTRACT

Lynn Grogan and Leslie Taylor presented a PowerPoint Presentation on the details of the Cal/Neva T&TA contract. The Contract term is May 1, 2011 to April 30, 2012 and the contract amount is \$356,452. Cal/Neva is to provide and coordinate T&TA training to the network based on the four T&TA strategies. Leslie Taylor provided an overview of these strategies:

- Network Core T&TA
- Peer to Peer
- Conference / Meeting Based
- EITC Practitioner

Lynn Grogan detailed the keys to successful outcomes along with reasons why Agencies fail. The PowerPoint Presentation can be found online at www.cal-neva.org

Tim added approximately 1.2 billion Earned Income Tax Credit (EITC) dollars are not being claimed in California. Tim encouraged the Network to get involved to bring the unclaimed \$1.2 billion back to California.

SAVE CSBG GRASSROOTS CAMPAIGN UPDATE

Darick Simpson discussed the letter writing campaign and needs more consistent support from the entire network. About one third of the network is not involved. He encouraged agencies to respond to the "Call to Action". There is an easy to use letter template available to fill out. Tim added that many of his emails are not being answered and how we need to fight this funding reduction effort.

AB 6- HEAT & EAT UPDATE

Val Martinez discussed the SNAP Benefit leverage bill and its author (Fuentes). California Food Policy Advocates is sponsoring the Assembly Bill to help secure food and has been expanded to the point of possibly affecting some 3 million people. There is concern of this becoming negative, as other states have had problems. Val added she is prepared to go on record as opposing this bill if changes are not made.

CSBG MONITORING PREPARATION

Sukie Montes conducted a PowerPoint presentation during the lunch break. Sukie focused on the Monitoring process, dealing with Federal and state policies, differences between Desk Reviews and On-site visits, and discussed Tripartite Boards and sub-contractor monitoring.

ADJOURNMENT

The meeting was adjourned at 1:25 p.m.